

CBS Executive Board Discussion on Jan 24, 2005

Project Status:

SCHEDULING:

The current anticipated programming delivery schedule for this year is as follows:

1. Completed: October Maintenance Release
2. Completed: December Maintenance Release
3. Completed: CCR Phase 1 Delivery
4. January: CCR Phase 2 Delivery
5. February: Maintenance Release
6. February: Disbursement Report (Support Erroneous payment reporting).
7. March: SF-224 Project.
8. March: CSTARS (ORSI Interface).
9. March: Prior Year Adjustments Phase 2.
10. April: Maintenance Release.
11. May: Trial Table Update Phase 1 (new table structure).
12. June: Maintenance Releases.
13. June: Budget Module Enhancements.

NOTE 1: The Reimbursable Agreement Module enhancements are being delivered as part of the regularly schedule Maintenance Releases.

NOTE 2: Level 1 actions are not shown in the delivery schedule but are occurring each week.

NOTE 3: The E-Travel team is looking to deliver the E-Travel interface a year early. If this schedule is implemented, the E-Travel project will need to be factored into the existing CBS project delivery timelines.

NOTE 4: The CRS will be enhanced this year. These enhancements will likely not affect CBS system modules and therefore are not shown in the master calendar. If changes to CBS modules become necessary as development of the CFS enhancements progress, these changes will most likely be added to the already scheduled maintenance releases.

TOP TEN PROJECT LIST

CBS Executive Board Discussion on Jan 24, 2005

The OFM has begun or is planning work on the first 5 of the top 10 projects for FY 2005. Project number 10 will be completed as part of the Trial Table and Posting Routine Enhancements:

1. Trial Table and Posting Routine Enhancements:

Overview: This Enhancement will make changes to the structure of the CFS Trial Table; update the posting process to utilize the new fields, and centralize the posting process to simplify future maintenance of the posting code.

Strategy: The project will be completed in three phases over two years. The phases include:

- Phase 1: Expand the trial table structure to add, remove and change the existing data elements to accommodate new reporting and processing requirements for General Ledger Level Data. Phase Deliverable: install the new Trial Table structure in the production environment without making any changes to the data that is captured in the table.
- Phase 2: Update the business rules for posting data to the trial table to create a set of standard rules for each data element in the Trial Table. Build a centralized posting module that incorporates these rules. Phase Deliverable: Install the new posting module into production so it is performing the posting function. The new business rules will not be engaged at this point.
- Phase 3: Update each of the CFS data capture modules (about 80 packages, processes, and screens) to follow the new posting business rules. Phase Deliverable: Each data capture process will be modified to incorporate the new business rules for the Trial posting process. Values for the new data elements will now be captured and stored in the Trial Table. The new data elements and business rules will be applied to data stored in the CFS and bureau Data Warehouses.

Status: The project kick off meeting was held in November, the draft Requirement document was released for comment on January 19, 2005. The final requirement document is scheduled to be issued in the First Week of February. The updated Trial Table format is expected to be delivered by May. This must

CBS Executive Board Discussion on Jan 24, 2005

be installed before the budget execution module enhancements.

Issues: No open issues at this time.

2. Funds Control Features on Key CFS Processes:

Overview: This enhancement will introduce automated features to prevent batch processes from posting to projects when those projects do not have sufficient funding for the charges. The process will retain the transaction in a suspense process until the posting issue is resolved, apply a default accounting code (post to a clearing project) or implement commitment step in the process. The option used will depend on the batch process involved.

Strategy: The strategy for this project has not been approved at this time. However, it is expected that each CFS Batch process will be addressed as a separate delivery.

Status: Resources have not been assigned to this project as of this time. The requirements effort is expected to begin late in FY-2005 after the other projects have reached their acceptance testing phase. No date has been set for beginning of the requirements effort.

Issues: Project start is dependent on the assignment of a requirements team. Resources will not become available until later in the Fiscal Year 2005.

3. Reorganization Module:

Overview: This enhancement will create a module that can change the Accounting Classification Code Structure (ACCS) values assigned to individual transactions that have been posted to the system tables. The process is intended to support re-organizations and financial transaction re-alignment. The OFM CSC has completed the design and partial development of the management module (For the Organization Code Segment of the ACCS) for this project. The system update processes and the features in the management module that pertain to other ACCS code segments still need to be

CBS Executive Board Discussion on Jan 24, 2005

developed. This process updates all affected tables within the CFS.

Strategy: The strategy for this project is to create a process for changing values for the fund code segment of the ACCS as a pilot effort. The bureaus have expressed a desire to have this capability ready for use in early FY-2006. The remaining features will be added as a future CBS project initiative.

Status: A scoping meeting was held with the bureaus in January and the initial strategy was agreed to. The requirements phase of this project will begin in February with a project team kick-off meeting.

Issues: None

4. Reimbursable Module Enhancements:

Overview: This project will make changes to the reimbursable agreement module components to address usability issues discovered as the result of experience over the past year of live operations.

Strategy: This project will be completed in three phases. The first two phases will address the simpler issues as small efforts and deliver the enhancements as part of the maintenance releases. The third phase will implement changes to the existing WIP process to update its business rules and to provide for posting of allocated cost at the time of allocation.

Status: The first phase of this project has been completed and the code was delivered in the December maintenance Release. Phase 2 of this effort is in requirements Phase. We expect to deliver this code in the June Maintenance Release. The Phase 3 requirement effort will begin in late February and is scheduled to be completed on March 18, 2005. The programming delivery date for this phase will be determined when the requirement document is completed.

CBS Executive Board Discussion on Jan 24, 2005

5. Budget Execution Module Enhancements:

- Overview:** This enhancement will make a number of changes to the budget module to add data elements needed for reporting, facilitate use of Category B pools, and re-engage the sub-allotment process.
- Strategy:** This project will be completed in two phases. The sub-allotment part of the effort will be completed as Phase 2. All other requirements will be completed in Phase 1. The Phase 1 effort is dependent on changes to the CFS Trial table and will therefore be scheduled for delivery after the Trial Update Phase 1.
- Status:** The requirement for Phase 1 was completed in December and bureau approval process has been completed in January. The project is now in the design phase and is on schedule for delivery in June.

PROJECT INITIATIVES BEGUN LAST FISCAL YEAR

1. CCR:

- Overview:** This enhancement will implement a system interface and processing controls to import and utilize vendor data from the Central Contractor Registry (CCR). The enhancement includes a vendor data import function, an automated mapping process to match CFS vendors with CCR vendors, a conflict resolution process that allows users to pick vendors when more than one CCR records matches to a single CFS record, enhanced vendor research capabilities using the CCR data, and updates to the CFS disbursement operations to automatically hold disbursements to vendors when their CCR registration lapses..

NOTE: the CCR project is very closely coordinated with the CSTARS interface project. The Phase 1 and Phase 2 enhancements to the CFS to add the CCR functionality must be already installed and ready to use before the CSTARS interface code can be installed.

CBS Executive Board Discussion on Jan 24, 2005

- Strategy: This project will be completed in three phases as follows:
- Phase 1: Make changes to the CFS system screens needed to work with the CCR vendor data.
 - Phase 2: Add new screens and processes to manage the CCR download and matching process. This phase includes completing a reconciliation of existing CFS vendor data to the CCR vendor database.
 - Phase 3: Develop and deploy enhanced vendor query features that give users better access to the CCR vendor data and also implement controls over the CFS Disbursement process in accordance with CCR disbursement management rules.

Phase 1 and Phase 2 of this project will be coded and delivered to each bureau by January. Phase 3 will be completed and scheduled for delivery next fiscal year.

Status: Phase 1: The Phase 1 programming was completed and delivered on December 20, 2004. This delivery also included elements of the Phase 2 code needed by the CSTARs development team. The inclusion of the Phase 2 code has interfered with the bureau's ability to complete testing and roll-out of the Phase 1 code. The OFM/CSC will deliver a patch for the Phase 1 delivery to disconnect the Phase 2 portion of the code and allow the roll-out of the Phase 1 code to be completed as a normal release. This patch will be delivered in January as a Level 1 action.

Phase 2: The final elements of the Phase 2 code will be delivered by the end of January. This code is currently under test at the OFM CSC. Once the final elements of the Phase 2 code are ready, Bureaus will conduct the bureau level testing for the Phase 2 Code and the vendor data clean-up/Reconciliation operations in special preproduction environments at each bureau site. This will allow the clean-up/operations to be conducted in parallel with other CFS enhancement deliveries without interfering with the current normal operations of the CFS. During late January and early February, the OFM CSC will complete the CCR roll-out planning with each bureau and will conduct training for the bureau data clean-up teams. The first planning work sessions have already been held with NIST and Census and will be completed with NOAA during the week of January 23rd. We

CBS Executive Board Discussion on Jan 24, 2005

expect the data clean-up operations to begin in early February at each bureau.

Phase 3: The design for the Phase Code delivery will start once the CCR Phase 1 and Phase 2 roll-out actions have been completed. Once the design has been completed, the schedule for programming, testing and, delivery of this code will be set by the Bureau Scheduling team - taking into consideration any end of year priority changes that may arise.

Issues: Phase 1 and Phase 2 of the CCR project must be completed before bureaus can begin the CSTARS interface roll-out. It is expected that the CCR Phase 2 effort will take from 6 to 8 weeks.

2. CSTARS:

Overview: This project will develop an interface between the procurement operations software packaged called "CSTARS" and the CBS CFS. The interface will permit the CSTARS software to send Requisitions and Obligation documents to the CFS for processing. Individual requisition documents, purchase orders, and contract documents will be passed between the two systems as they are created by system users (near real time operations on a demand basis). This interface will also allow CSTARS to automatically add new vendors to the CFS vendor tables; coordinate use of CCR vendor data, and provide crosswalks between system vendor numbers for on-top vendors.

This interface will introduce Enterprise Application Interface (EAI) technology into the CBS operations. This technology will allow the interface to operate over the WEB and will facilitate cross servicing operations by automatically routing documents between each CFS and CSTARS site.

Strategy: This project will be completed by a combined DOC/CBS and CACI/CSTARS programming team. The development and deployment process will be completed in a single phase following standard OFM CSC standards and practices.

Status: The programming has been completed and is now in integration test. The project team is currently working with the CBS bureaus to develop a roll-out plan and to coordinate the

CBS Executive Board Discussion on Jan 24, 2005

values used in common data elements. The code is on schedule for delivery on March 3, 2005.

Issues: Bureaus must have deployed Phase 1 and Phase 2 of the CFS CCR enhancement before bureau testing on the CSTARS interface can begin. Also, NIST is running a pilot version of the CSTARS interface. This will require a data conversion for some of the interface data management tables (e.g., the data in the document/vendor crosswalk tables that are maintained by the pilot interface will need to be migrated to the document/vendor crosswalk tables provided in the newer interface version.); and, will require careful management of the process that introduces the new interface code so that current interface operations are not disrupted.

3. Prior Year Phase 2

Overview: This enhancement completes delivery of the full functionality needed to properly assign transactions to the prior year adjustment accounts in the general ledger. Phase 1 of this project was delivered last fiscal year and was deployed at the beginning of this year.

Strategy: This project will be completed following the standard OFM CSC processes.

Status: This project is now in programming and will be ready for delivery shortly after the CSTARS interface code is delivered. The exact delivery date will be set by the CBS Bureau Scheduling Committee.

Issues: None.

4. SF-224:

Overview: This enhancement will update the SF-224 report to work with the CFS GUI Receivables module and will add features for making adjustments to the U.S. Treasury fund accounts at the Treasury Department.

CBS Executive Board Discussion on Jan 24, 2005

- Strategy: NIST has provided the project team for this effort. The requirements, design and programming will be completed following all of the OFM CSC project procedures and standards. Acceptance testing of the final code will be conducted at the OFM CSC facility under the management of the OFM CSC acceptance test team.
- Status: The project is now in the programming phase. The code will be delivered to the OFM CSC in February for acceptance testing and is currently on schedule for delivery to the Bureaus on March 9, 2005.
- Issues: NOAA had requested some additional features that provide system generated cash adjustments for Labor, a small set of manual disbursement, and a small set of collection actions. The NIST team was unable to meet this requirement because it will require changes to the CFS manual disbursement screen and the CFS miscellaneous collection screen. The OFM CSC will complete the programming for these additional features as part of the maintenance release for February. An OFM SSD staff member is currently preparing the requirement document which is expected to be submitted to the CBS TAC process during the last week of January 2005.

5. Disbursement Report

- Overview: OFM initiated an enhancement to the CFS to generate a standard system report that displays summaries of disbursement action counts and amounts for different categories of disbursement transactions. This report is to be used by bureaus as an aid for preparing the monthly erroneous disbursement reports.
- Strategy: Develop a standard report that can be run using a CFS report launch screen.
- Status: This project began last April and was suspended due to changes to OFM/CSC resource priorities. The report is now in programming and will be ready for delivery in February.
- Issues: None.